

# **The Montana Certified Local Government Manual**

**A National Park Service Program  
Administered by the  
Montana State Historic Preservation Office  
Montana Historical Society  
Helena, Montana**

**by  
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**[www.his.state.mt.us/shpo/communitypres.asp](http://www.his.state.mt.us/shpo/communitypres.asp)**

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Figure 1. Pine Butte School, Gallatin County.

## I. Introduction

Welcome to the *Certified Local Government (CLG)* program!

Hundreds of diverse communities across the United States have taken action to preserve their unique historic character. The *CLG* program, a local, state, and federal partnership, is a major source of support and guidance in preservation. This national initiative provides valuable technical assistance and small grants to local governments seeking to keep for future generations what is important and significant from their past. Over 1,440 local governmental now participate in this program nationally.

The benefits to local governments participating in the *CLG* program are numerous. The *CLG* program brings attention to local preservation issues, provides tools and programs for enhancing historic residential and commercial areas, and assists the public in preserving the character of their community. Preservation is integrated into the community by local legislation and comprehensive preservation planning, zoning, and land-use policy. With the establishment of an historic preservation commission and local historic preservation officer, the public benefits by sharing in preservation education activities, having technical expertise and guidance at the ready, and becoming a stronger partner among the local, state, and national preservation networks. The program provides the public with local, centralized, and organized access because the historic preservation office is a branch of local government.

Financially, eligible *CLGs* may apply for small grants to accomplish local preservation goals and directly participate in the state preservation programs of National Register of Historic Places, architectural and archeological survey, review and compliance, planning, and re-grants for preservation. The products, presentations, and programs generated by *CLG* grants provide credibility to local historic preservation efforts. The grants, while small, are often used to leverage other funding. In addition to funding, the State Historic Preservation Office offers technical assistance, training, program guidance, opportunities, and information that are designed to assist the local government to reach its preservation goals.

To assist the local government in participating in the *CLG* program, the State Historic Preservation Office has developed this Montana Certified Local Government Manual. Included within are the purposes of the program, the certification process and criteria, the program expectations, and many reference documents. If you have programmatic or financial questions, please don't hesitate to call the State Historic Preservation Office.

# The Montana Certified Local Government Program

## Purpose

The *Certified Local Government (CLG)* program promotes the preservation of historic and prehistoric sites, structures, objects, buildings, and historic districts. By forming partnerships between local governments and the Montana State Historic Preservation Office (SHPO), we involve communities in preservation issues and help them to ensure that:

- ❖ Historic preservation issues are understood and addressed at the local level, and integrated into the local planning and decision making processes at the earliest possible opportunity;
- ❖ Local interests and concerns are integrated into the identification, evaluation, nomination, and protection of historic properties;
- ❖ Information concerning local historic preservation issues is made available to the public and provided to the SHPO;
- ❖ Local historic preservation Commissions are established in cities and towns where they do not exist, and are supported where they already exist;
- ❖ Historic, architectural, and prehistoric inventory records are accessible to communities to guide community and neighborhood development and conservation goals;
- ❖ Experienced historic preservationists are identified to assist local governments in developing and implementing local historic preservation plans.

*Certified Local Governments* that identify, evaluate, and protect historic resources in their communities:

- ❖ Foster leadership in the preservation of the community heritage;
- ❖ Have a formal role in reviewing National Register nominations and in seeking public input regarding the nomination of properties;
- ❖ Are eligible to apply for historic preservation grants whenever such funds are available;
- ❖ Participate in local and state preservation planning;
- ❖ Receive technical and advisory services from the SHPO.